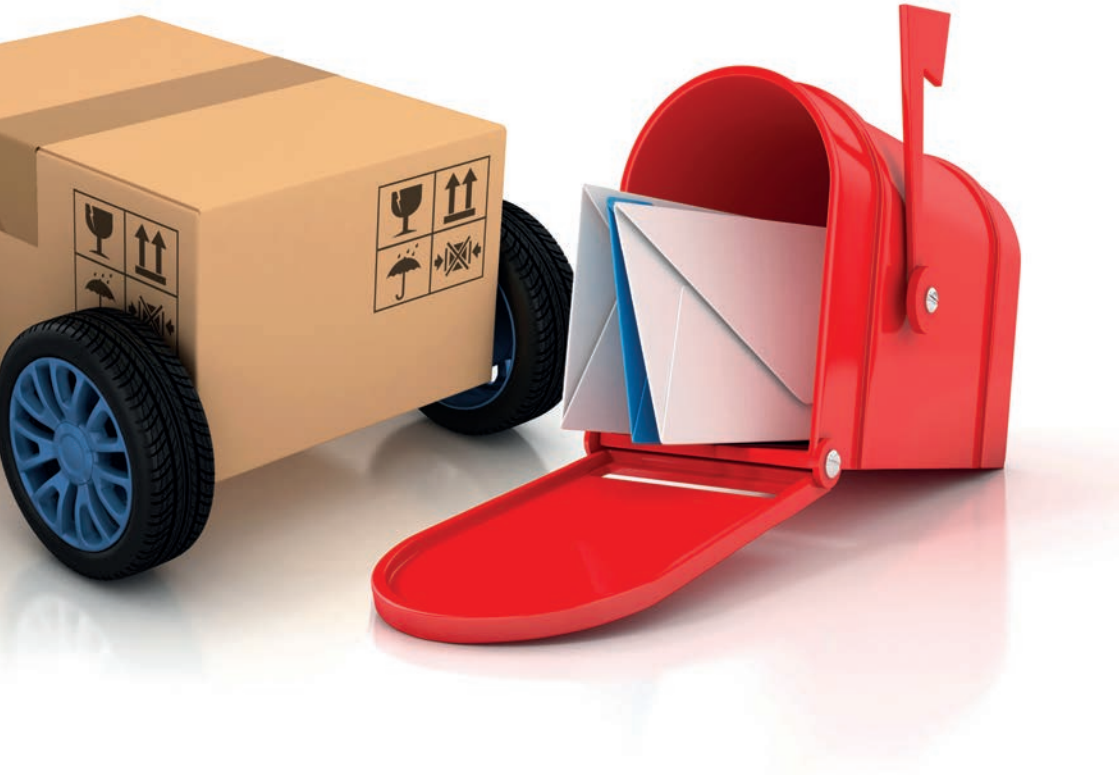
Postal Services 2020

Postage Rates & Service Details



www.guernseypost.com

GUERNSEY POST

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How To Use Our Service

① Simply select your format and destination to find your standard pricing

(See table on page 4)

+

② Any additional service options you require

e.g. Signed For or Special Delivery *(See pages 5 & 6)*

+

③ Additional compensation options

(See pages 5 & 6)

=

Total Cost

Or calculate your total cost in a few clicks...

Visit www.guernseypost.com/postage-calculator

Post Acceptance Guidelines

It is the senders responsibility to ensure all items are packed correctly.

If you are posting dangerous goods you must comply with volume, quantity, packaging and labelling requirements.

Some items are classified as restricted or prohibited and a list of these are available on our website.

For more information visit *www.guernseypost.com/dangerous-goods*

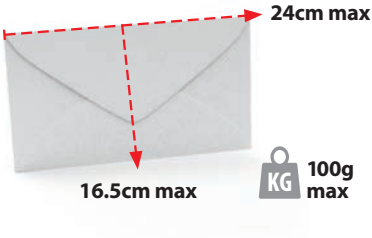
Note: Please keep your receipt as proof of postage as it must be provided if you need to make a claim for damage or loss, together with proof of the cost of the item. See our customer services leaflet or website for more information.

Terms and conditions apply to all services.
See our website for a copy of our terms and conditions.

www.guernseypost.com/terms_and_conditions

Format Sizes and Weights

Letter and Postcard

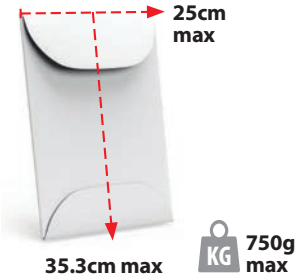


Dimensions:	Minimum	Maximum
Length:	14cm	24cm
Width:	9cm	16.5cm
Thickness:	0.25cm	0.5cm

For example:

- most letters (DL & C5 envelopes)
- some brochures & catalogues
- most greeting cards **excluding** large cards or cards with badges or 3D effects

Large Letter

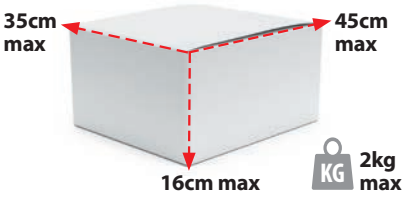


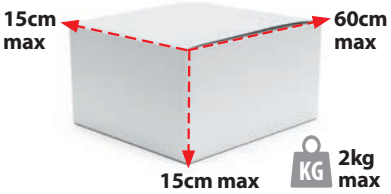
Dimensions:	Maximum
Length:	35.3cm
Width:	25cm
Thickness:	2.5cm

For example:

- letters, bills & statements (C4 envelopes)
- most brochures, catalogues & magazines
- large greeting cards & cards with badges or 3D effects

Small Parcel





Bailiwick, UK, IOM, Jersey

Dimensions:	Maximum
Length:	45cm
Width:	35cm
Depth:	16cm

For example:

- most books
- parts & samples

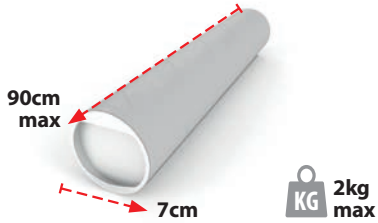
Europe and Rest of World

Dimensions:	Maximum*
Length:	60cm

**Length + width + depth combined must not exceed 90cm*

Format Sizes and Weights

Roll



Dimensions:	Maximum*
Length:	90cm

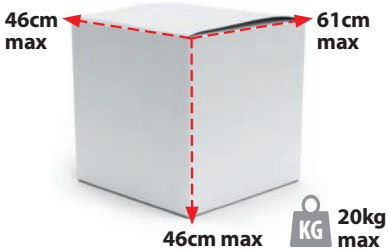
For example:

- posters
- large cylindrical packages

**Length + twice the diameter must not exceed 104cm*

For UK destinations rolls are classed as medium parcels. For International destinations rolls are classed as small parcels.

Medium Parcel

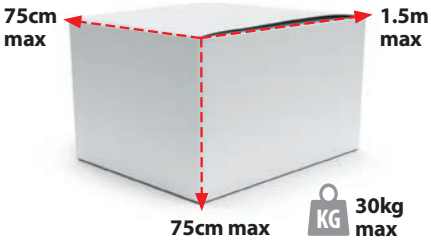


Dimensions:	Maximum
Length:	61cm
Width:	46cm
Depth:	46cm

For example:

- shoes
- books
- clothes

Large Parcel



Dimensions:	Maximum
Length:	1.5m
Width:	75cm
Depth:	75cm

For example:

- printers
- duvets
- golf clubs

Maximum Large Parcel sizes and weights can vary by destination for European and ROW destinations

Contact *Customer Services* **711720** for more information or visit *www.guernseypost.com*

An Example Of How To Calculate Your Postage:

1	Standard Small Parcel 1kg to UK	£5.67
2	Add Special Delivery (next day guaranteed)	+£7.15
a	Add Special Delivery on Saturday	+£2.50
3	Add extra level of compensation up to £1,000	+£5.10
	Total cost of your postage	= £20.42

Or visit www.guernseypost.com/postage-calculator

1 Standard Postal Rates

Format	Weight (up-to)	Bailiwick	UK, IOM, Jersey	Europe	Rest of World
Postcard	20g	£0.50	£0.68	£0.85	£0.95
Letter	100g	£0.50	£0.68	£1.67	£2.50
Large Letter	100g	£0.70	£1.02	£1.91	£2.96
	250g	£1.18	£1.69	£3.77	£6.02
	500g	£1.64	£2.72	£6.07	£10.21
	750g	£2.13	£3.61	£9.15	£12.16
Small Parcel	250g	£1.65	£3.38	£4.41	£6.54
	500g	£2.09	£3.98	£6.83	£10.50
	1kg	£3.24	£5.67	£12.88	£16.49
	2kg	£5.71	£10.82	£24.72	£28.04
Medium Parcel	1kg	£4.62	£6.80	X	X
	2kg	£6.39	£12.36	X	X
	5kg	£8.50	£25.75	X	X
	10kg	£11.47	£36.05	X	X
	20kg	£15.09	£46.35	X	X

Standard Postal rates include compensation up to £10, plus postage, subject to proof of cost.

(See page 6 for Large Parcel rates)

② Additional Service Options

Need **faster,** or more secure postal options?

Find an upgrade to suit your needs. *(For more information on our additional services please see pages 8 & 9.)*

	Additional cost per service upgrade			
	Bailiwick	UK, IOM, Jsy	Europe	ROW
Special Delivery by 1pm *(Tracked and Signed)*	+£4.00	+£7.15	X	X
Signed For *(Signature only)*	+£1.25	+£1.25	X	X
International Tracked & Signed	X	X	+£7.15	+£7.15
International Tracked or Signed	X	X	+£6.12	+£6.12

FedEx Courier Service is also available - please refer to our FedEx leaflet or visit our website.

Chosen a **Special Delivery** upgrade?

You can choose to upgrade to a 9am or Saturday delivery*

	Additional cost per service upgrade	
	Bailiwick	UK, IOM, Jersey
Special Delivery by 9am	X	+£12.25
Special Delivery on Saturday	+£2.50	+£2.50*

*There is currently **no** Saturday Special Delivery service available to Jersey, Herm, Alderney & Sark and some UK and IOM businesses. *(refer to website for details)*

③ Choose Your Level of Cover

If you selected one of the upgraded services above, you may be able to increase your level of compensation. *Please note that ceramics and glassware are only covered for loss not damage.*

	Additional level of cover				
	£50	£250	£500	£1,000	£2,500
Special Delivery *Bailiwick, UK, IOM, Jersey*	X	X	Included	+£5.10	+£10.20
Signed For *Bailiwick, UK, IOM, Jersey*	Included	X	X	X	X
International Tracked & Signed	Included	+£5.10	X	X	X
International Tracked or Signed	Included	+£5.10	X	X	X

① Standard Large Parcel Rates
To Bailiwick, UK, Isle of Man and Jersey

Format	Weight (up-to)	Bailiwick	UK, IOM, Jersey
Large Parcel	5kg	£9.25	£14.25
	10kg	£12.25	£16.75
	20kg	£15.25	£26.00
	30kg	£18.25	£36.25

② **No additional service options available.**

③ Increase your Large Parcel cover

	Additional level of cover		
	£50	£250	£500
Bailiwick, UK, IOM, Jersey	Included	+£3.05	+£6.10

① Value Large Parcel Rates
To Europe and Rest of World *(See page 7 for more information.)*

Format	Weight (up-to)	Europe	ROW
Large Parcel	2kg	£25.00	£50.00
	5kg	£30.00	£70.00
	10kg	£40.00	£90.00
	15kg	£55.00	£120.00
	20kg	£75.00	£150.00
	30kg	£100.00	£200.00

② Need a faster, or more secure postal option?

Use our Priority service when speed and items of value are your priority. *(See page 7 for more information)*

	Additional cost per service upgrade	
	Europe	ROW
Priority Large Parcels	+£20.00	+£20.00

③ Increase your Large Parcel cover

	Additional level of cover		
	£50	£250	£500
Europe, Rest of World	Included	+£5.00	*(See FedEx)*

FedEx International Courier Service is also available - please refer to our FedEx leaflet or visit our website.

Large Parcel Service Information

To Bailiwick, UK, Isle of Man and Jersey

Standard Large Parcel Service

- 30kg maximum weight limit.
- Items covered up to £50 for loss or damage. Compensation upgrade available up to £500.

This is our standard parcel service for Large Parcels to the Bailiwick, UK, IOM and Jersey.

Ceramics and glassware are only covered for loss not damage.

To Europe and Rest of World

Value Large Parcel Service

- 30kg maximum weight limit for individual Large Parcels to most destinations.
- Compensation is not available for lost, delayed or damaged Large Parcels sent by this service.
- No tracking is available for this service.

Where value for money is more important than a guaranteed delivery speed, use Global Value to send your non-urgent items to worldwide destinations.

Maximum Large Parcel sizes and weight limits vary by destination for European and ROW destinations.

For details on weight and size limits please contact

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Priority Large Parcel Service

- 30kg maximum weight limit for individual Large Parcels to most destinations.
- Item covered up to £50 for loss or damage. Compensation upgrade available up to £250.

Our Priority Service offers you the perfect balance between speed and price with delivery from 6 working days to major destinations worldwide.

End to end tracking to major destinations worldwide.

Maximum Large Parcel sizes and weight limits vary by destination for European and ROW destinations.

For details on weight and size limits please contact

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Additional Service Options
To Bailiwick, UK, Isle of Man and Jersey

Special Delivery

Benefits:

- Guaranteed next working day delivery by 1pm (Monday to Friday) for documents and goods.*
- By 9am or guaranteed Saturday delivery options also available. *Some restrictions on destinations apply.*
- Acceptance times apply.
- Signature on delivery.
- **Confirmation of delivery is available using Track and Trace online or call**

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www.guernseypost.com/special-delivery

Our Special Delivery Service is the recommended service for sending items of value to the UK, Guernsey and other Islands. Compensation for item loss or damage included up to £500. Compensation upgrade available up to £2,500.

Sending items by Special Delivery for repair or valuation.

Please be aware that items with a value exceeding £873.00^ or items for temporary importation regardless of the value e.g. repairs or valuations, are subject to Border Force clearance procedures. See our VAT guide or visit our website for more information.

www.guernseypost.com/customs-border-force

There is no next day delivery guarantee available on items to be sent for repair and valuation or where VAT hasn't been pre-paid.

^Maximum of £873.00 for items where import VAT is prepaid and next working day delivery is guaranteed.

Signed For

Benefits:

- Proof of posting.
- Signature on delivery.
- Delivery confirmation can be obtained online or

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- Includes £50 compensation limit for items sent locally or the market value, whichever is the smaller sum, subject to proof of cost.

www.guernseypost.com/signed-for

Letters, Large Letters and Small and Medium Parcels can be sent by Signed For.

Proof of posting (a receipt) is issued at the time of posting and a signature is required on delivery at the destination address.

This service is not tracked but if you require a tracked service see 'Special Delivery' above.

Additional Service Options
To Europe and Rest of World

For the full list of countries where these services are available, please refer to the website or call Customer Services.

www.guernseypost.com/international-tracked-postal-services

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Letters, Large Letters and Small Parcels under 2kg can be sent by the three international priority services listed below, subject to destination.

For larger items over 2kg please see our Priority Large Parcel Service p7, refer to our FedEx leaflet or visit our website;

www.guernseypost.com/fedex

International Tracked & Signed

KG 2kg max

A fully electronic tracked service from posting to delivery overseas.
It operates to 65 countries and although it is not time guaranteed you have the added benefit of a signature on delivery when the item reaches its destination.
This service includes compensation cover of up to £50.
Additional compensation of up to £250 is available (exclusions apply) subject to destination and payment of additional fee of £5.10.

International Tracked

KG 2kg max

This is a fast, secure and reliable service with electronic tracking that operates to 51 countries. This service includes compensation cover up to £50.
Additional compensation of up to £250 is available (exclusions apply) subject to destination and payment of additional fee of £5.10.

International Signed

KG 2kg max

This is our standard international service, that operates to 167 countries, with the added security of proof of posting plus signature on delivery when your item reaches its destination.
This service includes compensation cover up to £50.
Additional compensation of up to £250 is available (exclusions apply) subject to destination and payment of additional fee of £5.10.

Find out more

For more information about any of our services, tariffs or terms and conditions, visit www.guernseypost.com or call Customer Services on 711720.

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